**Graduate Programs Council Meeting**

**Minutes: April 20, 2011**

**Attendance:** Cassandra Jackson, Susan Hydro, Jean Slobodzian, Atsuko Seto, Jody Eberly, and Claire Clemens

**Guests:** Jim Norfleet, Angela Chong, Anne Marie Nicolosi, Ellen Friedman

1. Graduate Student Conduct Interim Policy Revisions: Jim Norfleet and Angela Chong returned to GPC to present an overview of revisions to the proposed draft of an Interim Policy for Graduate Student Conduct based on comments received on the first draft of the policy. Specifically, concerns were raised by the deans (of schools with graduate programs) and others regarding the authority being delegated to the academic schools. The revised draft updated that process such that the authority would now lie with the Vice President of Student Affairs who may then delegate this authority to designees within the Student Affairs Division. Student Affairs designees would receive and investigate complaints, conduct informational conferences and administrative reviews and hearings. Appeals from graduate students regarding decisions of an administrative review, hearing or Graduate Hearing Panel would go to Vice President of Student Affairs or designee. Appeals from graduate students regarding decisions regarding expulsion or suspension would be heard by the Vice President of Student Affairs. Lastly, the draft addressed the composition of the proposed Graduate Hearing Panel, which would consist of one faculty member serving as chair of the committee who votes only in the case of a tie, one faculty voting member, one staff voting member, and two graduate student voting members. GPC members expressed agreement with the proposed revisions. Norfleet and Chong indicated that they would be working on incorporating these changes into the larger interim document. When asked if the deans had seen this new information, Norfleet indicated that they had not but that the Provost would be sharing it with them in an upcoming meeting. Norfleet indicated that interim policy doesn’t require approvals but is presented to the Board by a cabinet member. He added that they would be available in the fall to assist GPC with it’s review of the interim policy in response to the charge from Steering.
2. WGS Certificate Program: Anne Marie Nicolosi and Ellen Friedman presented a revised proposal for a Certificate in Women’s and Gender Studies. This Certificate would be a 15-credit graduate certificate in Women’s and Gender Studies which was presented as appropriate for undergraduate students seeking to pursue graduate coursework in WGS, area teachers, and graduate students in English. It was also explained that this was a key part of possible articulation with Rutgers. Susan Hydro suggested that the prefix expand beyond WGS to include a 4-letter prefix to remain consistent with graduate course prefixes and that the the language in the document be clarified with regard to reference of the 5-year program. The document currently references the 5-year MA English program as the “five-year BA/MA secondary teaching certification program….five-year certification program….five-year certificate in English.” It was recommended that these references be changed to “the 5-year BA/MA in English program available to students in undergraduate English and English teaching programs.Lastly, Susan asked for clarifications as to when this program would start and they are targeting a Fall 2012 start.
3. Susan Hydro reported on a focus groups recently held with graduate assistants. Main points raised included the following: interest in opportunities to meet other graduate student outside of their own programs (several who attended were already alumni); spaces for graduate students only beyond those found in the library;a computer and printer in the graduate library study room;a bulletin board dedicated to graduate student issues in Forcina. Hydro has contacted the Library, obtained permission for us eof the bulletin board in FH; and has suggested creation of an alumni affinity group for students earning their second TCNJ degree – membership could be sustained by inviting future graduate alumni to social events.

Respectfully submitted,

Jody Eberly